



FY 2022 Internet Crimes Against Children (ICAC) Task Force Grant Fund Notice of Funding Availability (NOFA)

Online Submission Deadline: May 3, 2021 by 3 PM

**Funded by:
State of Maryland**

Governor's Office of Crime Prevention, Youth, and Victims Services
100 Community Place
Crownsville, Maryland 21032-2022
(410) 697-9338
www.goccp.maryland.gov

Larry Hogan, Governor
Boyd K. Rutherford, Lt. Governor
V. Glenn Fueston, Jr., Executive Director

ELIGIBILITY

Funding through this application is available to the Maryland State Police, local law enforcement agencies, and designated Child Advocacy Centers. The purpose of the ICAC Grant program is to investigate and prosecute internet crimes against children. Funding may also be used to support the ongoing operations of the Maryland Internet Crimes Against Children Task Force.

IMPORTANT LINKS

[Application Instructions:](http://goccp.maryland.gov/wp-content/uploads/NOFA-application-instructions.pdf)
<http://goccp.maryland.gov/wp-content/uploads/NOFA-application-instructions.pdf>

[Grants Management System \(GMS\):](http://goccp.maryland.gov/grants/)
<http://goccp.maryland.gov/grants/>

GMS submission is required; Hard copy applications are not accepted.

Purpose

Thank you for applying for the [Internet Crimes Against Children \(ICAC\) Task Force Grant](#) from the **Governor's Office of Crime Prevention, Youth, and Victim Services (Office)**. The purpose of the ICAC Grant program is to investigate and prosecute internet crimes against children. Funding may also be used to support the ongoing operations of the Maryland Internet Crimes Against Children Task Force. These efforts support the Office's objective of reducing victimization in Maryland's children by protecting them from abuse or neglect as well as addressing Adverse Childhood Experiences (ACEs) and the impact of childhood trauma. Further it supports the Office's objective of developing coordinated criminal justice strategies at the State and local level by having local law enforcement agencies and child advocacy centers work together with the Maryland ICAC Task Force.

If you need application assistance, please contact:

Angela Cromwell, Internet Crimes Against Children Program Manager
Angela.Cromwell1@maryland.gov

Justice Schisler, Chief of Programs
Justice.Schisler@maryland.gov

The Governor's Office of Crime Prevention, Youth, and Victim Services' success is measured by subrecipient success. It is critical that we hear from you, our customers. The Hogan-Rutherford administration is committed to providing the best possible customer service to our citizens. To share your ideas on how the Office can best serve you and provide support, please email the above program manager to provide your feedback or complete a three question customer experience survey [customer experience survey](#).

Governor's Office of Crime Prevention, Youth, and Victim Services Mission:

To serve as a coordinating office that advises the Governor on criminal justice strategies. The office plans, promotes, and funds efforts with government entities, private organizations, and the community to advance public policy, enhance public safety, reduce crime and juvenile delinquency, and serve victims.

Table of Contents

ELIGIBILITY CRITERIA	4
PROGRAM DESCRIPTION	4
PROGRAM REQUIREMENTS	5
APPLICATION PROCESS	6
TRAINING/TECHNICAL ASSISTANCE (TA)	6
IMPORTANT DATES	7
APPLICATION EVALUATION	7
FUNDING SPECIFICATIONS	7
DISTRIBUTION OF FUNDS & REPORTING REQUIREMENTS	8
APPLICATION CHECKLIST	10

I. ELIGIBILITY CRITERIA

The following entities in Maryland are eligible to submit no more than (1) application for the Internet Crimes Against Children (ICAC) Task Force Fund:

- Maryland State Police - Internet Crimes Against Children Task Force
- Local Law Enforcement
- Child Advocacy Centers

II. PROGRAM DESCRIPTION

A. Requiring Agency

Governor's Office of Crime Prevention, Youth, and Victim Services (Office)

B. Opportunity Title

Internet Crimes Against Children Task Force Grant Fund (ICAC)

C. Submission Date

Monday, May 3, 2021 by 3:00 PM

D. Anticipated Period of Performance

July 1, 2021 to June 30, 2022

E. Funding Opportunity Description

In 2016, Senate Bill 864 [Maryland-2016-SB864-Chaptered.pdf](#) established the Internet Crimes Against Children (ICAC) Task Force Fund administered by the Governor's Office of Crime Prevention, Youth, and Victim Services. The purpose of this funding is to:

1. Provide grants to local law enforcement agencies for salaries, training, and equipment to be used for the investigation and prosecution of Internet Crimes Against Children;
2. Support the ongoing operations of the Maryland Internet Crimes Against Children Task Force established by the Department of State Police (DSP); and
3. Provide grant funds to designated child advocacy centers for salaries, training, and equipment to be used for the investigation and prosecution of Internet Crimes Against Children.

The bill specifies that a portion of the funds, in an amount not greater than 25%, can support Child Advocacy Centers.

The Office anticipates the availability of \$2 million in grant funding and plans to make one sub-award to support the Maryland Internet Crimes Against Children Task Force and 12-14 additional sub-awards to local law enforcement and Child Advocacy Centers ranging from \$25,000 - \$200,000. **Please note that applications that do not meet the minimum range noted above or those that exceed the maximum award allocation noted above are subject to removal from consideration during the initial technical review.**

All funding is contingent upon the final approval of the Governor's Office of Crime Prevention, Youth, and Victim Services' budget during [Maryland's 2021 Legislative Session of the General Assembly](#).

[The Computer Crimes Unit within the Department of State Police](#) operates and administers the Maryland Internet Crimes Against Children Task Force (MDICAC), <https://www.facebook.com/ICAC.MD/>, a federally funded project designed to respond to and

investigate complaints of online child sexual exploitation. The Internet Crimes Against Children Task Force consists of law enforcement agencies from around the State and is responsible for initiating criminal investigations relating to online sexual exploitation of children.

A key goal for the Internet Crimes Against Children Task Force is to build and enhance the ability of Maryland law enforcement to analyze computers and digital media seized pursuant to ICAC investigations and the core computer forensic component of the MDICAC Task Force.

The MDICAC Task Force also provides technical support to law enforcement and conducts community outreach and educational efforts for the communities throughout the state of Maryland. Presentations have been provided at various schools, churches, businesses, and civic groups.

III. PROGRAM REQUIREMENTS

Before the distribution of grant funds, grant recipients must execute a memorandum of understanding with the Maryland Internet Crimes Against Children Task Force and agree to work with the task force and abide by the task force's guidelines and protocols related to the investigation and prosecution of internet crimes against children. **A current/updated copy of this memorandum of understanding must be submitted with your application.**

Funding for Child Advocacy Centers will be directed at those organizations that are accredited or are on the path to accreditation by the National Children's Alliance. Applicants should indicate their current status on the accreditation timeline. The approximate timeline is outlined as the following:

- Year 1: Development of a Multidisciplinary Team with signed Memorandum of Understanding from each partner
- Year 2 and 3: Develop and Implement the Medical and Therapeutic components
 - It was noted that CAC's can achieve partial or "Associate" level accreditation at the end of Year 3 if certain standards are met. This is a good indicator of the progress that a CAC is making towards accreditation.
- Year 4: The National Children's Alliance (NCA) site visits should be scheduled and the CAC's application should be submitted and under review. This also includes time for the CAC to receive feedback from the NCA and implement recommendations.
- Year 5: Full accreditation

In addition to the above requirements, grantees will be required to track and measure program outputs and outcomes that support the Office's objectives of reducing victimization in Maryland's children, including addressing Adverse Childhood Experiences (ACEs) and the impact of childhood trauma. Outputs and outcomes must be recorded and submitted to the Office on a quarterly basis.

The following is a sample list, and is not all inclusive of all potential outputs and outcomes that may be included in the final awards:

- Number of victims identified.
- Number of victims served.
- Number of cases investigated.
- Number of cases prosecuted.
- Number of youth and/or families who have reported an increase in their overall well-being. Note: This performance measure is required. For this purpose, well-being is defined as having generally positive experiences with the services that were provided through the Child Advocacy Center.
- Number of trainings held.
- Number of attendees.

- Number of attendees who reported an increased understanding about the topic as a result of this program.
- Number of trainings attended.

IV. APPLICATION PROCESS

Applicants are required to apply for grant funding through the Office's web-based application process, which may be accessed through the web URL www.goccp.maryland.gov and clicking on **GRANTS MANAGEMENT SYSTEM**, or by going directly to the login screen using the URL: <https://grants.goccp.maryland.gov>.

In order to use the Office's web-based application you must have a User ID.

If you have *not* previously applied through the web, go to the following URL to obtain instructions and the information required to obtain a User ID and password:
<http://goccp.maryland.gov/grants/requesting-access/>.

The last day to request a User ID is Monday, April 26, 2021. If you have previously applied through the web, use your existing User ID and password.

If you have previously applied to the Office, **but do not have your User ID, or are having technical issues with the system**, contact the helpdesk via email at support@goccp.freshdesk.com for assistance.

If you need assistance completing the program-specific information required in the online application, please contact Angela Cromwell at Angela.Cromwell1@maryland.gov.

The online application must be submitted no later than 3:00 PM on Monday, May 3, 2021.

V. TRAINING/TECHNICAL ASSISTANCE (TA)

To help applicants prepare and submit applications that reflect the Governor's Office of Crime Prevention, Youth, and Victim Services' established guidelines and procedures, training is provided through [training videos posted on the Office website](#). These may be accessed through the following URL:
<http://goccp.maryland.gov/grants/gms-help-videos/>.

Please review the training videos prior to beginning your application to become familiarized with system guidelines, fiscal review and tips, civil rights requirements, etc.

Additionally, [instructions](#) for completing the online application can be found at <http://goccp.maryland.gov/wp-content/uploads/NOFA-application-instructions.pdf>. Applicants are encouraged to review these [instructions](#) prior to completing the online application. The narrative section of the application should be completed in an outline-style format (retaining all numbering, lettering, and section headers).

The Governor's Office of Crime Prevention, Youth, and Victim Services will conduct a technical assistance conference call from 11 am-12 pm on Wednesday April 14, 2021.

The call in number is 575-468-0223 and PIN Number is 100 933 489#.

Meeting Link: <https://meet.google.com/qxh-gbie-tua?hs=122&authuser=0>

VI. IMPORTANT DATES

Application Technical Assistance Call	April 14, 2021
Deadline to Request a User ID	April 26, 2021
Deadline to Submit an Online Application	May 3, 2021
Letters of Intent Emailed//Denial Letters Emailed	June 2021
Award Documents Emailed	June 2021
Sub-award Start Date	July 1, 2021
Sub-award End Date	June 30, 2022

VII. APPLICATION EVALUATION

The Governor's Office of Crime Prevention, Youth, and Victim Services will assess the merits of the proposed program in each of the following areas (see Notice of Funding Availability Application Instructions located at <http://goccp.maryland.gov/grants/programs/>): and will score each application accordingly:

- Problem statement/needs justification (15 points total)
- Program goals and objectives (20 points total)
- Program strategy/program logic (10 points total)
- Performance measurement (outputs, outcomes, and impacts) (20 points total)
- Timeline (5 points total)
- Spending plan and budget (reasonableness, cost effectiveness, detailed justification per line item) (20 points total)
- Management capabilities (5 points total)
- Sustainability (5 points total)

The Internet Crimes Against Children Task Force Grant is a competitive application process. The Governor's Office of Crime Prevention, Youth, and Victim Services may conduct a three-tier review, to include internal staff and external independent reviewers, of each application submitted in accordance with this Notice of Funding Availability. As part of the internal review, Office staff will also review the following for each application:

- Crime rate
- Geographic distribution
- Scope (geographic size and location)
- Reach (ability to recognize and address the needs of underserved populations)
- Previous audit findings
- Performance history with previous awards

VIII. FUNDING SPECIFICATIONS

A. Funding Cycle

Commencement of awards funded under the Internet Crimes Against Children (ICAC) Task Force Grant Fund for FY 2022 will begin July 1, 2021 and end on June 30, 2022. Funds are paid on a reimbursable basis.

B. Allowable Costs for Direct Services

The following is a listing of services, activities, and costs that are eligible for support with Internet Crimes Against Children Task Force grant funds:

- Operating expenses (for the Maryland Internet Crimes Against Children Task Force only)
- Salary
- Training

- Equipment

C. Unallowable Costs

The following services, activities, and costs cannot be supported with Internet Crimes Against Children Task Force grant funds at the sub-recipient level:

- Lobbying and administrative advocacy
- Audit costs
- Property insurance
- Food/beverage
- Construction projects

The list above is not exhaustive. The Governor's Office of Crime Prevention, Youth, and Victim Services reserves the right to make additional budget reductions/restrictions and adjustments at its discretion.

D. Consultant Rates

The limit for consultant rates is \$650 per day. Rates above this threshold will be considered on a case by case basis, with sufficient budget justification.

IX. DISTRIBUTION OF FUNDS & REPORTING REQUIREMENTS

The Governor's Office of Crime Prevention, Youth, and Victim Services will distribute awarded funds to grantees on a quarterly reimbursement of expenditures basis following the timely submission of corresponding quarterly fiscal and programmatic reports. These reports must be submitted through the Grants Management System. All programmatic electronic reports are due within 15 calendar days of the end of each quarter. Financial electronic reports are due within 30 calendar days of the end of each quarter. All reporting activity occurs through the Grant Management System, using the same User ID and password that were used for the application process.

For further post-award instructions, read the Special Conditions specific to your award in the GMS and read the General Conditions which can be found at:

<http://www.goccp.maryland.gov/grants/general-conditions.php>.

A. Electronic Funds Transfer (EFT)

The Governor's Office of Crime Prevention, Youth, and Victim Services encourages the use of electronic funds transfer (EFT). To obtain the appropriate form, the address to submit the form, and a general overview, including FAQs, refer to the following website:

<https://marylandtaxes.gov/divisions/gad/eft-program.php>. See Form GADX-10 and the GAD 710 Form to instruct first time vendors to update vendor information with the General Accounting Division(GAD)/Comptroller of Maryland and to instruct existing vendors how to update changes in banking information.

B. Match

There is no match required for this funding source. Do NOT enter a match into your budget. If you wish to show other financial or in-kind contribution to your program, it may be written into your narrative.

C. Supplanting, Transparency, and Accountability

Supplanting is the use of Office grant funds to replace state or local funds which were previously appropriated/budgeted for, or otherwise would have been spent on, the specific purpose(s) for which this sub-award has been awarded. Any salaries, positions, personnel expenses, contractual expenses, equipment, travel, and other expenses paid for with Office grant funds must be used to supplement

your organization's existing budget and may not replace any funds that were already included in your entity's existing or projected budget.

A strong emphasis is being placed on accountability and transparency. Grantees must be prepared to track, report on, and document specific outcomes, benefits, and expenditures attributable to the use of grant funds. Misuse of grant funds may result in a range of penalties to include suspension of current and future funds and civil/criminal penalties.

X. APPLICATION CHECKLIST

What an Application Should Include:

- ☐ Face Sheet
- ☐ Project Summary
- ☐ Narrative
 - ☐ Problem Statement/Needs Justification
 - ☐ Program Goals
 - ☐ Program Strategy
 - ☐ Program Measurement
 - ☐ Timeline
 - ☐ Spending Plan
 - ☐ Management Capabilities
 - ☐ Sustainability
- ☐ Unique Entity Identifier (UEI, Currently DUNS number) and SAM Registration
- ☐ **Current Memorandum of Understanding** with the Maryland Internet Crimes Against Children Task Force
- ☐ Budget and Budget Justification
 - ☐ Personnel
 - ☐ Operating Expenses
 - ☐ Travel
 - ☐ Contractual Services
 - ☐ Equipment
 - ☐ Other
- ☐ Indirect Cost Rate Agreement or Documentation Supporting Use of the De minimis Indirect Cost Rate (if applicable)
- ☐ Budget Prioritization
- ☐ Certified Assurances
- ☐ Certification Regarding Lobbying
- ☐ Audit Findings/Corrective Action Plan (if applicable)
- ☐ Single Audit Requirements (if applicable)
- ☐ Proof of 501 (c)(3) Status (if applicable)

*Please note, the [Subrecipient Organizational Capacity Questionnaire](#) is no longer due at the time of application. If awarded, this completed questionnaire will be required post-award.

More information on each item above can be found in the [NOFA Application Instructions](#).

Additional Applicant Resources:

211 Maryland - a statewide resource available by phone and internet 24/7 to connect residents to health and human resources: <https://211md.org/>

National Center for Missing and Exploited Children: <https://www.missingkids.org/gethelpnow/cybertipline>

Code for Federal Regulation Title 2 CFR: https://ecfr.io/Title-02/cfr200_main

Department of Justice (DOJ) Financial Guide: <https://www.ojp.gov/financialguidedojo/overview>

Maryland Code: <https://mdcourts.gov/lawlib/research/gateway-to-md-law/code-rules-laws-sources>

FBI Crime Data Explorer: <https://crime-data-explorer.fr.cloud.gov/explorer/state/maryland/crime>